

**Public Safety Communications Advisory Commission (PSCC)
Statewide Interoperability Executive Committee (SIEC)
Summary of Minutes - Joint Regular Public Meeting**

Tuesday, March 5, 2013

PSCC Voting Members Present

- Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)
- William David Bunce, Fire Chief Salt River Pima Maricopa Indian Community
- Steven Campbell Chief City of El Mirage Police Department
- Doug Chappell, Fire Chief Drexel Heights Fire District (Teleconference)
- Patrick Hancock, Chief Snowflake Fire (Teleconference)
- Gilbert Orrantia, Director Arizona Department of Homeland Security
- Bryan Savage Fire Chief Lakeside Fire Department
- Jeffrey Raynor, Lt. Colonel Department of Public Safety (Teleconference)

PSCC Voting Members Absent

- Thomas Alinen, Deputy Chief of Police Sierra Vista Police Department
- Joe Anderson, Retired
- Michael Brashier, Communications Manager City of Casa Grande
- Jan Hauk, Past President Arizona Fire District Association
- William Pribil, Sheriff Coconino County
- Dewayne Woodie, Fire Chief Ganado Fire District/EMS
- Mike Worrell, Captain Phoenix Fire Department

SIEC Voting Members Present

- Mark Venuti, Director (Co-Chair) Guardian Medical Transport
- Paul Wilson, Captain (Co-Chair) Pima County Sheriff's Department
- Scott Tillman, Wireless Systems Engineer Arizona Department of Public Safety
- Pete Weaver, Director Maricopa County Department of Emergency Management

SIEC Voting Members Absent

- Jesse Cooper, Acting Bureau Administrator/IT Project Manager Phoenix Police Department, Communications Bureau

Public Safety Interoperable Communications (PSIC) Office Attendees:

- Lisa Meyerson, Arizona Statewide Interoperability Coordinator & Manager, Public Safety Interoperable Communications (PSIC) Office
- Justin Turner, Deputy Statewide Interoperability Coordinator
- Suesan Nordman, Project Manager
- Karen Allen, Project Manager
- Glade Jarman, Project Manager
- Michael Britt, Project Manager
- Kyle Stephens, Project Coordinator

14 interested parties and members of the public were also present either in person or on the web conference.

Call to Order and Roll Call for PSCC

Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)

Information Item

The meeting was called to order at 1:04 PM by PSCC Chairman Designee Aaron Sandeen. Roll call was then taken by Mr. Justin Turner, Deputy Statewide Interoperability Coordinator, and a quorum of the PSCC was declared lacking by one member. Mr. Turner informed the Commission that his office would try to find another board member to complete the quorum.

Chairman Sandeen then noted for the record that this was the annual combined PSCC and SIEC meeting and asked Co-Chair Mark Venuti for a roll call for the SIEC.

Roll Call for SIEC

Mark Venuti & Paul Wilson, SIEC Co-Chairs

Information Item

Mr. Wilson stated for the record that all members of the Committee were present except Jesse Cooper and that a quorum of the SIEC was present.

Chairman Sandeen announced the Governor recently made changes to the Commission with the appointments of Glenn Brown, Chief of Mayer Fire Department; David Azuelo, Tucson Police Department; and Pat Quinn, Tucson Fire Department. These appointments will become effective at the April PSCC meeting. Reappointments included Captain Mike Worrell, Chief Steven Campbell, Captain Patrick Hancock and Director Gilbert Orrantia.

Approval of Previous PSCC Meeting Minutes

Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)

Action Item

Chairman Sandeen stated that due to the lack of a quorum that he would post-pone the call for approval of the previous meeting minutes until such time as a quorum could be established.

Approval of Meeting Minutes for October 9, 2012

Mark Venuti & Paul Wilson, SIEC Co-Chairs

Action Item

Mr. Wilson asked for comments regarding the October 9, 2012 meeting minutes, hearing none stated that he would entertain motions to approve the minutes. A motion was made by Mark Venuti to approve the minutes and was seconded by Scott Tillman. The minutes were approved unanimously.

National Public Safety Broadband Network (NPSBN) Update

Dr. Michael Britt, Project Manager, PSIC Office

Information & Discussion Item

Dr. Britt provided an overview to the Commission and Committee on the National Public Safety Broadband Network (NPSBN). The First Responder Network Authority (FirstNet) has been tasked with building a nationwide wireless public safety broadband network that will be managed and maintained by FirstNet as a not-for-profit self-supporting fee-based network. Dr. Britt stated that the single point of contact for Arizona to work with FirstNet is the State CIO, Aaron Sandeen who serves as Chair of the PSCC and who oversees the PSIC Office in ADOA-ASET.

To assist State's in gathering their agencies' requirements for the public safety broadband network and to prepare for upcoming negotiations with FirstNet on the build out of the network within each state, the National Telecommunications and Information Administration (NTIA) has released the State and Local Implementation Grant Program (SLIGP). The SLIGP grant was released on February 6, 2013. Arizona will receive approximately \$3 million from the SLIGP. Dr. Britt outlined Arizona's approach to the Education

and Outreach Phase of the program, and the Data Collection Phase. The PSIC Office has been working with AZPSBN Workgroup on Arizona's application. In addition, the application is being reviewed by DPS, AZDOHS, ADOA and the Governor's office. The PSIC Office will submit Arizona's application on or before March 19, 2013 with award notices from NTIA expected around July 15, 2013.

Debriefing of the Giffords Shooting – Lessons Learned

Captain Byron Gwaltney, Pima County Sheriff's Department

Information & Discussion Item

Captain Byron Gwaltney of the Pima County Sheriff's Department gave a briefing on the mass casualty shooting in Tucson which occurred on January 8, 2011, that involved the shooting of Representative Gabrielle Giffords. Captain Gwaltney showed a short video and slide presentation discussing some of the issues that they dealt with as far as incident command, how they communicated and how they managed the initial incident and related events the following week.

Mohave County Regional Air Ambulance Communications SOP

Byron Steward, Mohave County Emergency Manager

Information & Discussion Item

Mr. Byron Steward, Mohave County Emergency Manager gave a presentation on the Mohave County Regional Air Ambulance Communications SOP. Mr. Steward stated that in 2011 Mohave County completed their Tactical Interoperable Communications Plan (TICP). During that process they identified the Regional Air Ambulance protocols as an area they needed to address. Mr. Steward noted that they had 16 different fire districts within Mohave County as well as several police departments and the sheriff's office. Most agencies used their own frequencies when communicating with the air ambulance services. This resulted in confusion and allowed the possibility of a delayed or missed call. Mr. Steward explained how they addressed this problem by establishing protocols and common frequencies for all agencies to communicate with medical aircraft.

PSIC Office – Multiple Project Updates

Presenter: Justin Turner, Deputy SWIC, PSIC Office, ADOA-ASET

Presenter: Lisa Dee Meyerson, Statewide Interoperability Coordinator & Manager, PSIC Office, ADOS-ASET

Information & Discussion Item

Mr. Justin Turner started by addressing the 2013 revision of the Statewide Communications Interoperability Plan (SCIP). The SCIP is normally updated annually beginning in January with final approval usually occurring during the April PSCC meeting. In 2012 the SCIP was not updated until July. As there are no major changes needed to the SCIP, the PSIC Office is proposing not updating the SCIP in 2013. Instead, the PSIC Office will begin SCIP revision activities during the fourth quarter of 2013, with final SCIP approval scheduled in early 2014. The revised SCIP update schedule will also allow SCIP revisions to occur in tandem with SLIGP activities that will begin in July.

Mr. Turner proceeded with a RICO Project update regarding DPS's December 2012 proposal to change a tower location due to the inaccessibility of the Bernardino tower site. After discussion with all interested parties, Mr. Turner stated that stakeholders were now looking at either lowering the coverage power or reducing the number of channels it would broadcast on, thus reducing the requirement for additional power. Mr. Turner stated that DPS will continue with their existing plan to use the Bernardino site.

Mr. Turner updated the Commission and Committee on the status of developing Tactical Interoperable Communication Plans (TICP) in each county in Arizona. Apache and Navajo counties recently conducted a workshop to develop a Joint TICP. Santa Cruz County is currently in the data collection phase and will

conduct their TICP Development Workshop in April, 2013. Later in the year, the PSIC Office will be working to develop a Yavapai County TICP and a Joint Gila, Graham, Greenlee Counties TICP.

The next item discussed was the Tabletop Exercise (TTX) in Coconino County that was made possible through an award of Technical Assistance (TA) from the federal Office of Emergency Communications (OEC). The TTX was held on February 19, 2013 and had over 60 participants and observers representing agencies in Coconino and Yavapai counties.

Mr. Turner mentioned that the Office of Emergency Communications (OEC) awarded Arizona a Technical Assistance (TA) grant for OP-MCVS: Mobil Communications Vehicle (MCV) Support. PSIC and OEC have been working closely with ADEM in gathering data for the Standard Operation Procedures (SOP) and Concept of Operations Plans (CONOPS) for Arizona's State MCV's (Toads, Bullfrog). Information gathered from this SOP and CONOPS will be shared with other agencies for their customization and use with their MCV's.

Mr. Turner stated that there were five upcoming COML training courses and two COMT courses tentatively scheduled for the months of April and May, 2013. Details on the classes will be posted to the PSIC website once confirmed.

Mr. Turner gave an update on the status of Narrowbanding throughout the State.

Mr. Turner finished by letting the Commission and the Committee know that Suesan Nordman will give a summary of the All-Hazards COML/COMT Field Day training at the next PSCC meeting to be held in April.

Comments from the Public

No comments from the public were received.

Roll Call for PSCC

Aaron Sandeen, State CIO and Deputy Director, ADOA-ASET (PSCC Chairman Designee)
Information Item

In an attempt to determine if a quorum was present so that minutes from previous meetings could be approved, a second roll call was then taken by Mr. Justin Turner, Deputy Statewide Interoperability Coordinator, and it was declared that the PSCC was still lacking enough members to produce a quorum. Director Sandeen informed the Commission that they would take up approval of the minutes in the next meeting.

Adjournment

Chairman Sandeen adjourned the meeting at 2:52 PM.

Pursuant to A.R.S. 38-341-01(B), minutes of the Public Safety Communications Advisory Commission are recorded by tape recorder. Taped minutes are maintained in the Public Safety Interoperable Communications Office at the Arizona Department of Administration. Public access and review of PSCC minutes are available by appointment Monday through Friday during normal business hours. Please contact the PSIC office at 602-364-4498 to arrange for an audio of the tape-recorded proceedings.